

TOWN OF WALLACE
MONTHLY TOWN COUNCIL MEETING
June 13, 2019
7:00 pm

The Wallace Town Council held its regularly scheduled monthly meeting in the Council Chambers at the Town Hall.

The following Governing Body members were present:

Charles C. Farrior, Jr., Mayor

Council Member/Mayor Pro-Tem Warren Hepler

Council Member Frank Brinkley

Council Member Wannetta Carlton

Council Member Jeff Carter

Council Member Jason Wells

The following members of the Governing Body were absent:

NONE

Also Present were:

Ralph Clark, Interim Town Manager	Duane Batts
Jackie Nicholson, Town Clerk	Dean Butts
Anna Heath, Town Attorney	Davis Carr
David Bizzell, Parks & Recreation Director	Verna Mansfield
Jimmy Crayton, Police Chief	Joseph Merritt
Shameshia Fennell, Finance Director	Lisa Mills
Rod Fritz, Planning Director	Meribel Pacheco
Jerry James, Public Services Director	Francisco Rivas-Diaz
Gage King, Airport Manager	Mabell Satchell
Ricky Raynor, Distribution & Collection System Supervisor	Ann Davis O.Weaver
Peggy Updike, PW Administrative Assistant	Abby Cavanaugh, Duplin Times

Mayor Charley Farrior called the regular meeting to order with a quorum of the governing body members present and gave the invocation.

The Pledge of Allegiance was recited.

Adoption of the Agenda

Mayor Farrior called for discussion of any changes or additions to the agenda. The Mayor asked that the Memorandum of Agreement with NC Wildlife Commission be added as it has been amended. Council Member Jason Wells made a motion to adopt the agenda with that addition. The motion was seconded by Council Member Jeff Carter and approved by unanimous vote.

Public Comment Period

There were no comments.

Presentations/Proclamations

Introduction of the 2019 Carolina Strawberry Festival Pageant Winners. Dean Butts, Pageant Coordinator introduced Little Miss, Emory Grace Ann Stewart and Mayor Farrior presented her with a Certificate of Congratulations. (Baby Miss, Piner Kate Tokoly and Mini Miss Leilani Knollenberg were unable to attend and will receive their certificates later.)

Consent agenda

Minutes from the May 9 monthly meeting, the June 6 special called meeting

Mayor Farrior called for discussion of the minutes. Town Clerk Jackie Nicholson said that she found an error within the list of those present, Kathy Bond was not in attendance. There being no other corrections or additions, Council Member Frank Brinkley made a motion to approve the minutes as corrected. The motion was seconded by Council Member Wannetta Carlton and approved by unanimous vote.

Tax Report

Finance Director Shameshia Fennell presented the Tax Report for the period ending June 13, 2019 and said that \$5,579.00 was collected from payment plans.

Tax Releases

There were no tax releases.

Budget Amendments

Director Fennell asked the Council to consider calling a special meeting in order to approve budget amendments to correcting line items at the end of the month. The Council agreed.

PUBLIC HEARING

Fiscal Year 2019-2020 Budget

Mayor Farrior called for a motion to open a public hearing to receive comments on the FY 2019-20 proposed budget. Council Member Wells made such a motion that was seconded by Council Member Brinkley and approved by unanimous vote.

Interim Town Manager Ralph Clark presented the proposed FY 2019-20 budget. The total for all funds is \$8,324,752 and is a balanced budget. Manager Clark said that preparation of the budget included a focus on items identified at the Council Retreat in February and reported on the status of items such as demolition of the Yates building, Airport fuel system upgrade, career ladder, fleet management, bi-weekly payroll, new water wells, street paving, paying off a fire truck and renovations to the Armory. Mr. Clark added that the budget also includes a two-percent (2%) COLA, an additional employee in the General Fund and the Water/Sewer fund, purchasing new vehicles, updating the UDO (Unified Development Ordinance), election expenses, sidewalk repairs, water and sewer system repairs, storm water projects and carry over of the upgrades and repairs for the Campbell Center. Manager Clark indicated that if there were no comments or requests from the public that the Council should consider they could adopt the FY 2019-20 Budget Ordinance, if they so choose.

Council Member Wells emphasized that the budget did not include any fee or tax increases and there were no citizen comments.

Council Member Warren Hepler made a motion to close the public hearing that was seconded by Council Member Carlton and approved by unanimous vote.

Council Member Brinkley made a motion to adopt the FY 2019-20 Budget Ordinance as written. The motion was seconded by Council Member Wells and approved by unanimous vote.

Old Business

Engineering Services Agreement with Stroud Engineering for New Water Supply Wells

Public Services Director Jerry James said that at the May meeting Stroud Engineering was selected as the firm of choice to provide engineering services for two (2) new water supply wells. The NC Division of infrastructure and State Water Infrastructure will provide funding in the amount of \$966,000. The Public Services Director and Interim Town Manager were directed to negotiate fees for this project. An agreement has been reached by both parties that the contract will be on a time and expense basis with a not to exceed limit and loan agreement milestones. Town Attorney Anna Heath made some corrections which she noted for the Council that were also agreed to by Stroud.

Council Member Wells made a motion to approve the Agreement for Professional Engineering Services with Stroud Engineering, P.A. as corrected by the Town Attorney. The motion was seconded by Council Member Brinkley and approved by a 3:2 vote with Council Members Hepler and Carter voting no.

Fuel Farm Rehabilitation Contract

Airport Manager Gage King said he received two (2) bids for this project and asked the Council to approve the bid and accept the contract with Campbell Oil Company contingent upon receipt of grant funding. Attorney Heath said she had reviewed the contract and made a few changes, adding retainage and sovereign immunity.

Council Member Hepler made a motion to accept the bid for fuel system improvements in the amount of \$69,931.93 that was seconded by Council Member Carlton and approved by unanimous vote.

Council Member Hepler made a motion to approve contract with Campbell Oil Company in the amount of \$69,931.93 with the attorney's changes, contingent upon approval of the grant. The motion was seconded by Council Member Brinkley and approved by unanimous vote.

New Business

Asset Management Grant

Public Services Director James presented a Capital Improvement Plan (CIP) for the sewer system prepared by Stroud Engineer and an Executive Summary. To meet the requirements of the grant both of these items require Council approval in order to receive the reimbursement.

Council Member Wells made a motion to approve the Capital Improvement Plan. The motion was seconded by Council Member Carlton and approved by unanimous vote.

Council Member Carlton made a motion to approve the Executive Summary, Project No. E-AIA-W-17-0071, Wastewater Asset Inventory and Assessment. The motion was seconded by Council Member Hepler and approved by unanimous vote.

Request for Contract Increase and Extension with Tons of Trash (TOT) for Refuse collection

Public Services Director James stated that TOT has requested a two-percent (2%) fee increase and a three (3) year extension of their contract. The existing contract expires in June of 2020. Director James added that the request also included an annual CPI (Consumer Price Index)

adjustment. He said that TOT provides all the services the Town requires and has not had a fee increase since the contract was initiated. The Council discussed this matter and requested that a timeline for phasing in new cans be added and asked Director James to address this with TOT and to bring the item back to them next month.

Capital Project Ordinance – New Water Wells

Public Services Director James asked the Council to approve a Capital Project Ordinance for the two (2) new water wells funded by the Drinking Water State Revolving Fund (DWSRF).

Council Member Brinkley made a motion to approve the Capital Project Ordinance for New Water Wells that was seconded by Council Member Wells and approved by unanimous vote.

Capital Project Ordinance – Valley Proteins Sewer Line

Public Services Director James asked the Council to approve a Capital Project Ordinance for engineering and construction of a sewer force main and pump station from Valley Proteins in Rose Hill to the Town's WWTP located at 851 Old Wilmington Rd. funded through grant funds from the Economic Development Partnership of North Carolina (EDPNC) and Valley Proteins.

Council Member Hepler made a motion to approve the Capital Project Ordinance for Valley Proteins Sewer Line. The motion was seconded by Council Member Wells and approved by unanimous vote.

Financing Agreement for Purchase of Police Cars

Finance Director Shameshia Fennell said that two (2) proposals were received for financing the purchase of police cars. Ms. Fennell stated that the lower bid was received from United Community Bank and asked the Council for approval and to adopt a Resolution to Approve Financing Terms.

Council Member Brinkley made a motion to Adopt a Resolution Approve Financing Terms for the purpose of financing vehicles with United Community Bank in the amount of \$70,711.30 at an interest rate not to exceed 3.15%. The motion was seconded by Council Member Carlton and approved by unanimous vote.

Parking Ordinance Modifications

Police Chief Jimmy Crayton asked the Council to consider amending the parking ordinance for East Murray Street between North Norwood Street and North Graham Street (in front of the Town Hall and EMS building).

Council Member Hepler made a motion to amend the Town of Wallace's Traffic Code by restricting the time for parking on E. Murray St. between N. Norwood St. and Graham St. to two (2) hours that was seconded by Council Member Brinkley and approved by unanimous vote.

Chief Crayton said that there was no Town ordinance for speeding and discussion ensued regarding speeding on residential streets. The issue of parking on Main St. and Teachey Rd. and the effect on traffic when services are going on at the Catholic Church also was discussed.

Approval of Memorandum of Cooperative Agreement with NC Wildlife Commission

The Town Attorney Anna Heath has reviewed the Agreement and made some revisions. Attorney Heath said that there is no indemnity and sovereign immunity is for both parties.

Council Member Hepler made a motion to adopt this version of the Memorandum which was seconded by Council Member Brinkley and approved by unanimous vote.

Financial Reports

Finance Director Fennell presented the financial reports and said on the utility side more was collected than billed.

FEMA Reports

Ms. Fennell stated that there was some discrepancy discovered regarding the payment received for the airport lawnmower and golf cart but it is being appealed. Ms. Fennell added that an insurance prepayment of \$150,000 has been approved for purchasing a generator for Town Hall and repairing the office at the WWTP.

Council Reports

There were no items from the Council.

Mayor's Report

Mayor Farrior asked the Council if they would be available to meet next week to review and discuss applicants for Town Manager. The Council agreed to meet next Thursday, June 20 at 6:00 pm, the meeting will recess and continue then.

Department Head Reports

Rod Fritz, Planning Director, reported that he is working on some code enforcement issues and obtaining metes and bounds, a survey map and legal description of the property rezoned at the last meeting.

Jimmy Crayton, Police Chief, said he would be presenting another parking ordinance regarding 18 wheelers.

David Bizzell, Parks & Recreation Director, stated that Boney Mill Pond was a high traffic attraction since the fishing pier was built. The Council discussed enforcing the fishing regulations that have been established. Director Bizzell recommended a better permitting system.

Council Member Brinkley made a motion to approve the enforcement of the fishing regulations that was seconded by Council Member Hepler and approved by unanimous vote.

Gage King, Airport Manager, said the *Touch A Truck* event was very successful. He has finally moved back into the terminal and traffic is increasing.

Council Member Jason Wells reported on the Fire Department said that weekend duty for the summer has started and the department is working on cleaning up some properties in preparation for live burn training. The department is also actively recruiting members.

Town Clerk, Jackie Nicholson, reported on the Red Cross Blood Drive held on May 29.

Town Manager Reports

Ralph Clark, Interim Town Manager, said that there should be an announcement about the Tax Administrator position within a week or so.

With there being no other business to discuss, Council Member Hepler made a motion to recess the meeting until Thursday, June 20, 2019 at 6:00 pm. The motion was seconded by Council Member Brinkley and approved by unanimous vote.

Respectfully submitted,

Charles C. Farrior, Jr., Mayor

Jacqueline Nicholson, CMC, NCCMC
Town Clerk

Capital Project Ordinance

Be it ORDINED by the Governing Board of the Town of Wallace, North Carolina, that pursuant to section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital Project Ordinance is hereby adopted.

Section 1: The Project authorized is the construction of two (2) water supply wells to enhance the Town's aging existing wells to be able to meet supply and demand for current and future needs of the residents and contract customers with the Town of Wallace. The project is to be funded by the Drinking Water State revolving Fund ((DWSRF) in the amount of \$966,000 at a maximum interest rate of 2.16%. A loan fee of 2% will be invoiced after bids have been received.

Section 2: The officers of this unit are hereby directed to proceed with the capital project within the terms of the board resolution, loan documents and the budget contained herein.

Section 3: The following amounts are appropriated for the project WIF1964

Construction	\$750,750
Engineering	\$ 69,050
Administration	\$146,200
Town closing cost	\$ 19,320

Section 4: The following revenues are anticipated to be available to complete this project:

DWSRF Loan	\$966,000
Town Funds (Closing Cost)	\$ 19,320

Section 5: The finance officer is hereby directed to maintain within the capital project fund sufficient specific detailed accounting records to satisfy the requirements of the grantor agency, the grant agreements, and federal regulations. Section 5: Funds may be advanced from the water/sewer fund for the purpose of making payments as due. Reimbursement requests should be made to the grantor agency in an orderly and timely manner.

Section 7: The finance officer is directed to report, on a quarterly basis, on the financial status of each project element in section 3 and on the total grant/loan revenues received or claimed.

Section 8: The Budget Officer is directed to include a detailed analysis of past and future costs and revenues on this capital project in every budget submission made to this board.

Section 9: Copies of this capital project ordinance shall be furnished to the clerk to the Governing Board, and to the Budget Officer and the Finance officer for direction in carrying out this project.

Duly adopted this 13th day of June 2019.

(Seal)

Signature, (Authorized Rep)

Attest: _____
Signature (Town Clerk)

Capital Project Ordinance

Be it ORDINED by the Governing Board of the Town of Wallace, North Carolina, that pursuant to section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital Project Ordinance is hereby adopted.

Section 1: The Project authorized is the engineering and construction of a sewer force main and pump station from Valley Protein in Rose Hill, N.C. to the Town of Wallace Regional WWTP located at 851 Old Wilmington Rd. Wallace, N.C. Funding for this project is through grant funds from the Economic Development Partnership of North Carolina (EDPNC) and Valley Proteins.

Section 2: The officers of this unit are hereby directed to proceed with the capital project within the terms of the board resolution, loan documents and the budget contained herein.

Section 3: The following amounts are appropriated for the project.

Construction	\$ 3,210,628
Engineering	\$ 551,500
Easement Acquisition	\$ 50,000
Contingency (15%)	\$ 571,819

Section 4: The following revenues are anticipated to be available to complete this project

EDPNC	\$ 4,383,947
Valley Protein	\$ 50,000

Section 5: The finance officer is hereby directed to maintain within the capital project fund sufficient specific detailed accounting records to satisfy the requirements of the grantor agency, the grant agreements, and federal regulations. Section 5: Funds may be advanced from the water/sewer fund for the purpose of making payments as due. Reimbursement requests should be made to the grantor agency in an orderly and timely manner.

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(Seal)

Attest: _____
Signature (Town Clerk)